



County of Los Angeles  
**CHIEF EXECUTIVE OFFICE**

Kenneth Hahn Hall of Administration  
500 West Temple Street, Room 713, Los Angeles, California 90012  
(213) 974-1101  
<http://ceo.lacounty.gov>

WILLIAM T FUJIOKA  
Chief Executive Officer

**ADOPTED**

BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES

June 16, 2009

10

JUNE 16, 2009

Board of Supervisors  
GLORIA MOLINA  
First District

MARK RIDLEY-THOMAS  
Second District

ZEV YAROSLAVSKY  
Third District

DON KNABE  
Fourth District

MICHAEL D. ANTONOVICH  
Fifth District

*Sachi A. Hamai*  
SACHI A. HAMAI  
EXECUTIVE OFFICER

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

Dear Supervisors:

**AMENDMENT NO. 1 TO SUBLEASE NO. 74194  
DEPARTMENT OF COMMUNITY AND SENIOR SERVICES  
12700 AVALON BOULEVARD, LOS ANGELES  
(SECOND) (3 VOTES)**

**SUBJECT**

This is a recommendation to approve and execute an amendment to the existing sublease decreasing the amount of office space currently occupied by Sub-Lessee, the State of California (State), by a total of 2,275 square feet from 8,228 to 5,953 square feet together with the corresponding reduction of rent payment.

**IT IS RECOMMENDED THAT YOUR BOARD:**

1. Find that the proposed sublease amendment is categorically exempt from the California Environmental Quality Act (CEQA) pursuant to Class 1 Section r of the revised Environmental Document Reporting Procedures and Guidelines adopted by your Board on November 17, 1987, and Section 15301 of the State CEQA Guidelines (Existing Facilities).

*"To Enrich Lives Through Effective And Caring Service"*

**Please Conserve Paper – This Document and Copies are Two-Sided  
Intra-County Correspondence Sent Electronically Only**

2. Approve and instruct the Chairman to sign Amendment No. 1 to Sublease No. 74194 with the State, through its representative, the Department of General Services, decreasing the amount of office space currently occupied from 8,228 to 5,953 square feet (a total of 2,275 square feet) with a corresponding reduction in the amount of monthly rent currently paid from \$16,356 to \$11,833 until November 30, 2009 and thereafter adjusted accordingly over the remaining term of the sublease at the County leased building located at 12700 Avalon Boulevard, Los Angeles.
3. Authorize the Chief Executive Office (CEO) and the Department of Community and Senior Services (DCSS) to implement the project. The Amendment will become effective on July 1, 2009.

#### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

In connection with DCSS' creation of a community resource center to serve a specific geographic area with a demonstrated need for employment enhancement and career counseling, on October 29, 2002, your Board approved a sublease with the State for a 8,228 square foot portion of a County leased building (24,706 total square feet) located at 12700 Avalon Boulevard, Los Angeles. The State's presence represents approximately 33 percent of the building's occupancy and the rent received has helped offset the County's total operating costs for the project.

As DCSS' operating partners in this project, the State's Employment Development Department (EDD) together with the Los Angeles Urban League (UL) created the commonly referred to "One Stop Center" identifying and providing opportunities for employment and training services. EDD also provided services related to the initiation and ongoing processing of unemployment claims.

While being able to secure funding for this project over the past six years, the severe economic downturn has affected the State's continued ability to provide full financial support for such programs. The State has indicated that the current budget deficit has resulted in permanent funding reduction which necessitates its request for this amendment to decrease the total amount of office space occupied from 8,228 to 5,953 square feet.

DCSS will be responsible for the lease costs associated with this 2,275 square feet until the space can be backfilled by another County department or partner. DCSS has indicated that they have already identified their program to backfill a significant portion of the vacated office space. As for the remaining vacated space, estimated to be about 563 square feet, the CEO will work with DCSS to backfill that space with other County programs or alternatively seek out other compatible partners/subtenants.

Pursuant to required procedure, the amendment has been drafted using the State's standard form. Additionally, the State has requested that the amendment be executed by the County first.

### **Implementation of Strategic Plan Goals**

The Countywide Strategic Plan directs that we provide operational effectiveness (Goal 1) to maximize the effectiveness of the County's process, structure, and operations in support of timely delivery of efficient customer-oriented public services. This project supports this goal by adhering to the objectives established by DCSS and those prescribed by the Federal Government governing the use of grant funding and other resources in the delivery of employment and training related services to County constituents.

### **FISCAL IMPACT/FINANCING**

Ultimately, the proposed decrease in space will affect the amount of revenue being applied directly to the Rent Expense budget while increasing DCSS rent obligation for the subject facility. As referenced earlier, this will result in an approximate loss of revenue in the average amount of \$54,000 per year (\$4,500.00 per month) over the remaining term of the sublease. The Master Lease is due to expire on November 30, 2012, and the Sublease is coterminous with the Master Lease.

DCSS has confirmed that it will be able to continue to pay the rent obligation for the subject facility despite the decrease in the amount of offset rent applied thereto.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

On September 4, 2001, your Board approved the leasing of an entire 24,706 square foot office building located at 12700 Avalon Boulevard, Los Angeles, for DCSS to establish a community resource center to implement employment training, employment opportunities, and unemployment claims services serving the greater Willowbrook area. Pursuant to an arrangement with DCSS' operating partners, the One Stop Center was initially staffed by 31 EDD employees and the UL, together with its participating partners, provided another 51 employees.

To affirm its participation in the One Stop Center project, the State formalized occupancy of its 8,228 square feet portion of the facility through a sublease agreement which was approved by your Board on October 29, 2002. The annual income realized from the sublease agreement helped to offset the County's total operating costs for the project with the remaining costs offset through various sources of grant funding.

The recent economic downturn and State budget deficit has resulted in cutbacks to the funding sources used to secure EDD's participation at the One Stop Center. In light of this uncertain fiscal future, the State has requested that the Sublease be amended to decrease the total amount of office space currently occupied by a total of 2,278 square feet.

Since the terms of the Sublease do not provide the State with any right to decrease only a portion of the total amount of office space square footage originally leased, both the County and State must mutually agree to the decrease of space and rent by a supplemental agreement. Thus, the State has requested that the County consider and approve the proposed amendment.

County Counsel has reviewed the Amendment in connection with this transaction and has approved it as to form. DCSS has reviewed and concurs with the recommended action.

### **ENVIRONMENTAL DOCUMENTATION**

This project is categorically exempt from the California Environmental Quality Act (CEQA) pursuant to Class 1 Section r of the revised Environmental Document Reporting Procedures and Guidelines adopted by your Board on November 17, 1987, and Section 15301 of the State CEQA Guidelines (Existing Facilities).

The Honorable Board of Supervisors  
June 16, 2009  
Page 5

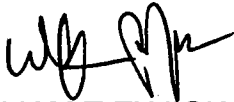
**IMPACT ON CURRENT SERVICES (OR PROJECTS)**

The proposed action will have no impact on any current County services or any other planned or approved project.

**CONCLUSION**

It is requested that the Executive Officer, Board of Supervisors return five executed sublease amendments, two certified copies of the Minute Order, and the adopted, stamped Board letter to the CEO, Real Estate Division at 222 South Hill Street, 4<sup>th</sup> Floor, Los Angeles, CA 90012 for further execution and processing.

Respectfully submitted,



WILLIAM T FUJIOKA  
Chief Executive Officer

WTF:DL:WLD  
CM:RL:kb

Attachments

c: Department of Community and Senior Services  
County Counsel

12700AvalonBlvd:I

**ORIGINAL**

AMENDMENT TO SUBLEASE

AMENDMENT NO. ONE  
FILE NO. 1331-002  
PROJECT NO. 121827

**BOARD OF SUPERVISORS' ORIGINAL**

THIS AMENDMENT TO SUBLEASE, dated this 16th day of June 2009 (for reference purposes only), by and between the County of Los Angeles, hereinafter called Sublessor, and the State of California acting by and through the Director of the Department of General Services, hereinafter called the State.

**WITNESSETH:**

WHEREAS, under sublease dated February 5, 2002, the State hires from Sublessor certain premises located at 12700 Avalon Blvd., Los Angeles; and

WHEREAS, the parties hereto desire to amend said sublease to (1) reduce space; and (2) decrease the amount of monthly rental accordingly.

NOW THEREFORE, it is mutually agreed between the parties hereto as follows:

1. Effective July 1, 2009, the description as provided in Paragraph 1 of said sublease is amended to decrease the office space by 2,275 net square feet, from 8,228 square feet to a new total of approximately 5,953 net square feet, on the ground floor, as outlined in red and green on the attached Exhibit "D", consisting of one sheet, titled "Office Quarters Collocation Project", project number 121827, dated October 16, 2007. Said Exhibit "D" hereby being incorporated into this sublease.

2. Effective July 1, 2009, the monthly rent schedule as shown in Paragraph 4 of said sublease is deleted and the following rent schedule is substituted in its place:

ELEVEN THOUSAND EIGHT HUNDRED THIRTY-THREE AND 00/100 DOLLARS  
(\$11,833.00) From July 1, 2009 through November 30, 2009; then

TWELVE THOUSAND TWO HUNDRED FOUR AND 00/100 DOLLARS  
(\$12,204.00) From December 1, 2009 through November 30, 2010; then

ELEVEN THOUSAND EIGHT HUNDRED SEVENTY AND 00/100 DOLLARS  
(\$11,870.00) From December 1, 2010 through November 30, 2011; then

TWELVE THOUSAND NINE HUNDRED SEVENTY-EIGHT AND 00/100 DOLLARS  
(\$12,978.00) From December 1, 2011 through November 30, 2012; and thereafter

74194  
SUPPLEMENT 1

Except as amended herein, all the terms of said sublease hereinabove referred to shall remain unchanged and in full force and effect.

IN WITNESS WHEREOF, this Amendment to Sublease has been executed by the parties hereto on the date first above written.

STATE OF CALIFORNIA

Approval Recommended:

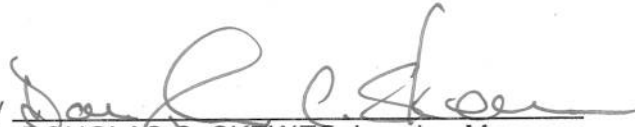
DEPARTMENT OF GENERAL SERVICES  
REAL ESTATE SERVICES DIVISION  
PROFESSIONAL SERVICES BRANCH

By   
JIM MCNEARNEY  
Associate Real Estate Officer

Date 7/1/09

APPROVED:

DIRECTOR OF THE DEPARTMENT  
OF GENERAL SERVICES

By   
DOUGLAS C. SKEWES, Leasing Manager

Date 7-2-09

[Lessee/Sublessor signatures on the following page.]

74194

LESSEE/SUBLESSOR:

COUNTY OF LOS ANGELES  
a body politic and corporate

By:

Name: DON KNABE  
Its: Chairman, Board of Supervisors

ATTEST:  
SACHI A. HAMAI  
Executive Officer-Clerk of the Board of  
Supervisors

By:

Donny Bhana  
Deputy



APPROVED AS TO FORM:

ROBERT KALUNIAN  
Acting County Counsel

By:

Robert Kalunian  
Senior Deputy County Counsel

I hereby certify that pursuant to  
Section 25103 of the Government Code,  
delivery of this document has been made.

SACHI A. HAMAI  
Executive Officer  
Clerk of the Board of Supervisors

By:

Sachi A. Hamai  
Deputy

**ADOPTED**  
BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES

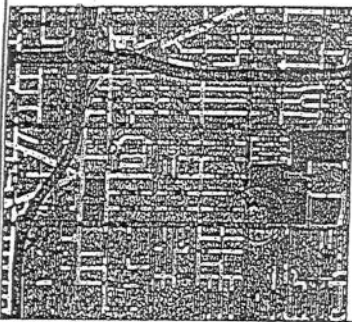
# 10

JUN 16 2009

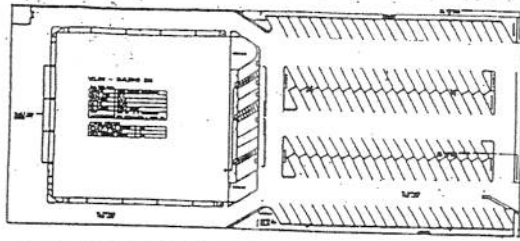
Sachi A. Hamai  
SACHI A. HAMAI  
EXECUTIVE OFFICER

74194

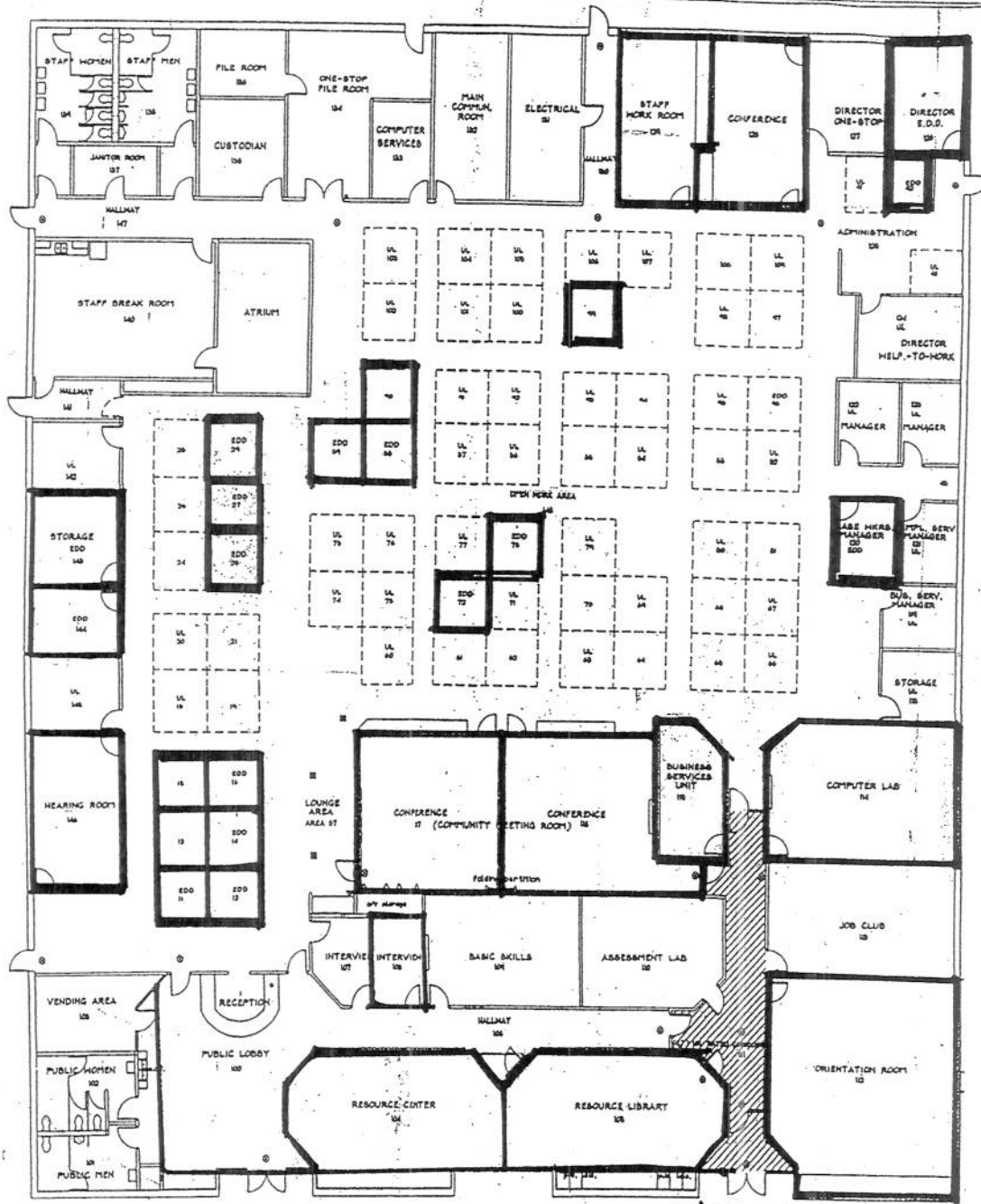




LOCATION MAP  
NOT TO SCALE



SITE PLAN  
NOT TO SCALE



FLOOR PLAN

EOB exclusive leased area

Shared leased area



# GENERAL NOTES:

- ALL WORK PERFORMED SHALL COMPLY WITH LEASE DOCUMENTS BY AND TO DATED JANUARY 28, 2002, AND CONFORM TO 2001 CALIFORNIA BUILDING STANDARDS CODE (CBC), AMENDMENTS WITH DRAINAGE ACT (ADA), INCLUDING TITLE 2, UNIFORM BUILDING CODE, STATE AND CITY FIRE MARSHAL REGULATIONS, LOCAL ORDINANCES, ORDINANCES AND ALL OTHER APPLICABLE CODES AND REGULATIONS.
- IF THE STATE HAS ELECTED NOT TO REQUIRE ACCESSIBILITY COMPLIANCE, THE LEASOR SHALL BE SOLELY RESPONSIBLE FOR PROVIDING ANY AND ALL REQUIRED CONSTRUCTION DOCUMENTS AND CALCULATIONS NECESSARY TO OBTAIN A BUILDING PERMIT AND TO CONSTRUCT THE IMPROVEMENTS AS SHOWN. THE STATE OF THE LEASE DOCUMENTS TO COVER ALL ITEMS REQUIRED TO MAKE THE FACILITY COMPLETE AND OPERATIVE. LEASOR SHALL FIELD VERIFY THE EXISTING CONDITIONS AND NOTIFY THE STATE OF ANY DISCREPANCIES PRIOR TO THE PREPARATION OF THE IMPROVEMENT DRAWINGS.
- NO CHANGES, MODIFICATIONS OR SUBSTITUTIONS SHALL BE MADE TO THE PROGRAM AS SHOWN EXCEPT WITH THE PRIOR WRITTEN APPROVAL OF THE REBO PLANNERS.
- ANY CHANGE ORDERS SHALL BE SUBMITTED TO AND APPROVED BY REBO IN WRITING BEFORE BEGINNING CONSTRUCTION.
- DEVELOPMENT OF EXISTING PARTITIONS MAY NOT HAVE BEEN SHOWN ON THIS PLAN. LEASOR SHALL COMPLETE ALL DEVELOPMENT REQUIRED TO CONSTRUCT THE IMPROVEMENTS AS SHOWN AND SPECIFIED. ALL ALTERATION WORK SHALL BE PATCHED, SPANDED, OR REPLACED IN LIKE KIND UNLESS OTHERWISE NOTED. UPON COMPLETION OF THE PROJECT, THERE SHALL BE NO VISIBLE DIFFERENCES BETWEEN THE NEW WORK AND THE EXISTING CONDITIONS.
- PRIOR TO CONSTRUCTION, SAMPLES OF THE PROPOSED FINISHES SUCH AS PAINT, CARPET, TILE, ETC. SHALL BE SUBMITTED TO THE REBO PLANNERS FOR REVIEW / SELECTION AND APPROVAL. ALL LEASOR FINISHES SHALL BE CARPETED EXCEPT THOSE AREAS INDICATED OTHERWISE.
- REPLACE ALL DAMAGED OR DISCOLORED CEILING TILES WHERE EXISTING CEILING TILES ARE REQUIRED. RELOCATE TILES AS NECESSARY TO PROVIDE A UNIFORM APPEARANCE IN EACH SPACE OR ROOM. WHERE EXISTING SUSPENDED CEILING BARS ARE LOST, PATCH, REPAIR AND/OR REPLACE. DISTRIBUTE COMPONENTS TO PROVIDE FOR A NEW APPEARANCE THROUGHOUT.

EDD LEASED AREA CALCULATIONS							DAYS	EDD AREA MULTIPLES	
GROSS BLDG. FLOOR AREA									
ROOM NO.	ROOM NAME	AREA SQ. FT. NET	AREA SQ. FT. GROSS	CON.	FLOOR	1 EDD OCCUPANCY COTTON AREA EXCLUDED	EDD AREA S.P. COTTON AREA EXCLUDED	EDD AREA S.P.	
101	PUBLIC LOBBY	794 S.F.	868 S.F.			548	47 S.F.	497 S.F.	
102	RECEPTION	103 S.F.	177 S.F.	X			0 S.F.	0 S.F.	
103	HOMERESTROOM	103 S.F.	177 S.F.	X			0 S.F.	26 S.F.	
104	VENDING AREA	103 S.F.	176 S.F.			10	0 S.F.	0 S.F.	
105	RECESSION CENTER	103 S.F.	148 S.F.			103	104 S.F.	104 S.F.	
106	RECESSION LIBRARY	103 S.F.	142 S.F.			103	103 S.F.	103 S.F.	
107	HALLWAY	140 S.F.	161 S.F.	X			0 S.F.	10 S.F.	
107	INTERVIEW ROOM	104 S.F.	166 S.F.			10	0 S.F.	0 S.F.	
108	INTERVIEW ROOM	107 S.F.	164 S.F.			10	0 S.F.	0 S.F.	
109	BASIC BATHS	103 S.F.	177 S.F.			10	0 S.F.	0 S.F.	
110	LABORATORY LAB	103 S.F.	177 S.F.			10	0 S.F.	0 S.F.	
111	LABORATORY	103 S.F.	169 S.F.	X		10	0 S.F.	10 S.F.	
112	LABORATORY ROOM	103 S.F.	167 S.F.			103	103 S.F.	103 S.F.	
113	COMPUTER LAB	103 S.F.	148 S.F.			10	0 S.F.	0 S.F.	
114	RECEPTION SERVICES	103 S.F.	174 S.F.			10	0 S.F.	0 S.F.	
116	CONFERENCE ROOM	103 S.F.	167 S.F.			103	104 S.F.	104 S.F.	
117	CONFERENCE ROOM	103 S.F.	168 S.F.			103	103 S.F.	103 S.F.	
118	STORAGE	103 S.F.	177 S.F.			10	0 S.F.	0 S.F.	
119	RECEPTION OFFICE	103 S.F.	173 S.F.			10	0 S.F.	0 S.F.	
120	EDD RECEPTION OFFICE	103 S.F.	173 S.F.			103	103 S.F.	103 S.F.	
121	OFFICE	103 S.F.	177 S.F.			10	0 S.F.	0 S.F.	
122	OFFICE	103 S.F.	173 S.F.			10	0 S.F.	0 S.F.	
123	OFFICE	103 S.F.	173 S.F.			10	0 S.F.	0 S.F.	
124	DIAGNOSTIC OFFICE	104 S.F.	171 S.F.			10	0 S.F.	0 S.F.	
125	ADMINISTRATION AREA	103 S.F.	194 S.F.			103	103 S.F.	103 S.F.	
126	EDD DIAGNOSTIC OFFICE	107 S.F.	204 S.F.			103	204 S.F.	204 S.F.	
127	ONE-STOP DIAGNOSTIC	201 S.F.	376 S.F.			10	0 S.F.	0 S.F.	
128	CONFERENCE ROOM	167 S.F.	340 S.F.			204	17 S.F.	191 S.F.	
129	HOMEREST ROOM	103 S.F.	141 S.F.			103	176 S.F.	176 S.F.	
130	HALLWAY	103 S.F.	166 S.F.	X			0 S.F.	10 S.F.	
131	ELECTRICAL	277 S.F.	394 S.F.	X			0 S.F.	70 S.F.	
132	COMMUNICATION ROOM	288 S.F.	369 S.F.	X			0 S.F.	12 S.F.	
133	COMPUTER SERVICES	126 S.F.	161 S.F.			10	0 S.F.	0 S.F.	
134	FILE ROOM	423 S.F.	474 S.F.			10	0 S.F.	0 S.F.	
135	CLERICAL	104 S.F.	301 S.F.			10	0 S.F.	0 S.F.	
136	EDD FILE ROOM	86 S.F.	144 S.F.			10	0 S.F.	0 S.F.	
137	JUNIOR ROOM	101 S.F.	177 S.F.	X			0 S.F.	0 S.F.	
138	HOMERESTROOM	204 S.F.	272 S.F.	X			0 S.F.	26 S.F.	
139	HOMERESTROOM	248 S.F.	363 S.F.	X			0 S.F.	14 S.F.	
140	STAFF BASIC ROOM	101 S.F.	177 S.F.			10	0 S.F.	10 S.F.	
141	HALLWAY	141 S.F.	167 S.F.	X			0 S.F.	16 S.F.	
142	OFFICE	140 S.F.	191 S.F.			10	0 S.F.	0 S.F.	
143	STORAGE	104 S.F.	201 S.F.			103	201 S.F.	201 S.F.	
144	EDD OFFICE	140 S.F.	191 S.F.			103	191 S.F.	191 S.F.	
145	OFFICE	140 S.F.	191 S.F.			10	0 S.F.	0 S.F.	
146	HEARING ROOM	106 S.F.	184 S.F.			103	184 S.F.	184 S.F.	
147	HALLWAY	140 S.F.	206 S.F.	X			0 S.F.	0 S.F.	
148	OPEN HOME AREA	1,467 S.F.	1,708 S.F.			10	1,466 S.F.	1,466 S.F.	
SUBTOTAL		28,722 S.F.	32,817 S.F.	1,466 S.F.			1,466 S.F.	1,466 S.F.	
EXCLUSIVE EDD AREA			1,066 S.F.						
SHARED EDD AREA			4,006 S.F.						
EDD COTTON AREA SHARE			944 S.F. (24%)						
TOTAL EDD LEASED AREA			1,966 S.F.						
TAXES			0 S.F.						